

Information Technology Project Request

Special Project Report Executive Approval Transmittal



Department Name

Project Title (maximum of 75 characters)

**Project
Acronym**

FSR Project ID

**FSR Approval
Date**

**Department
Priority**

Agency Priority

APPROVAL SIGNATURES

I am submitting the attached Special Project Report (SPR) in support of our request for the Office of the State Chief Information Officer's approval to continue development and/or implementation of this project.

I certify that the SPR was prepared in accordance with the State Administrative Manual Sections 4945-4945.2 and that the proposed project changes are consistent with our information management strategy as expressed in our current Agency Information Management Strategy (AIMS).

I have reviewed and agree with the information in the attached Special Project Report.

I also certify that the acquisition of the applicable information technology (IT) product(s) or service(s) required by my department that are subject to Government Code 11135 applying Section 508 of the Rehabilitation Act of 1973 as amended meets the requirements or qualifies for one or more exceptions (see following page).

Chief Information Officer

Date Signed

Printed name:

Budget Officer

Date Signed

Printed name:

Department Director

Date Signed

Printed name:

Agency Secretary

Date Signed

Printed name:

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IT Accessibility Certification

Yes or No

	The Proposed Project Meets Government Code 11135 / Section 508 Requirements and no exceptions apply.
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Exceptions Not Requiring Alternative Means of Access

Yes or No	Accessibility Exception Justification
	The IT project meets the definition of a national security system.
	The IT project will be located in spaces frequented only by service personnel for maintenance, repair, or occasional monitoring of equipment (i.e., "Back Office Exception.")
	The IT acquisition is acquired by a contractor incidental to a contract.

Exceptions Requiring Alternative Means of Access for Persons with Disabilities

Yes or No	Accessibility Exception Justification
	<p>Meeting the accessibility requirements would constitute an "undue burden" (i.e., a significant difficulty or expense considering all agency resources).</p> <p>Explain:</p> <p>Describe the alternative means of access that will be provided that will allow individuals with disabilities to obtain the information or access the technology.</p>
	<p>No commercial solution is available to meet the requirements for the IT project that provides for accessibility.</p> <p>Explain:</p> <p>Describe the alternative means of access that will be provided that will allow individuals with disabilities to obtain the information or access the technology.</p>

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**IT Accessibility Certification
(continued)**

Exceptions Requiring Alternative Means of Access for Persons with Disabilities

Yes or No	Accessibility Exception Justification
	<p>No solution is available to meet the requirements for the IT project that does not require a fundamental alteration in the nature of the product or its components. Explain:</p> <p>Describe the alternative means of access that will be provided that will allow individuals with disabilities to obtain the information or access the technology.</p>